

## ***SPECIAL ASSIGNMENT (SA) FAQs – Updated 29 Feb 08***

### **Requirements:**

Must be tour complete in 2009 (not waiverable.)

Navy Battery Tests/ASVABs tests. -WAIVED. Change to PERSMAN forthcoming.

Applicants must meet the minimum requirements for BOTH the program and Special Assignments. See PERSMAN Art. 4.2.E.(1)-(15) and the program instruction or corresponding PERSMAN article.

Always apply for "rank equivalent positions" (i.e. if you are an E-6 apply for E-6). If you are above the cut and anticipate advancement, please apply for positions with the higher rank and indicate in your comments your upcoming advancement. If you are an E-5 you may apply for an E-6 position, however if you are an E-7, please do not apply for a position of lesser grade and responsibility.

### **Timeline:**

2009 Timelines can be found in xx/08

SA orders are issued 10-12 months in advance of **reporting and** prior to the rated season commencing. The traditional reporting date is o/a 15 Jul 09. Any required training normally takes place after reporting. SA orders will not dictate an early backfill because all members who apply to SA are tour complete in 2009 (**not waiverable**).

### **Interaction with the Assignment Officer:**

To be eligible for a Special Assignment you must be tour complete in 2009. Please **do not** contact your Rated Assignment Officer asking for a short-tour for the purpose of competing for a SA position.

Expiration of Service does not dictate your tour completion date. See Direct Access for your true tour completion date.

Personnel seeking a tour within SA **should not** contact the rated detailer for a release from rate. That is an evolution handled by the SA Officer once a successful screening takes place and the position is won/assigned.

Personnel in SA who are tour complete in 2009 **do not** have to request a return to rate it is automatic.

Personnel in SA who are tour complete in 2009 and would like an extension, must submit an Eresume by 13 Jun 08 requesting the extension AND they must have it endorsed by the CO supporting continuance in the program.

**Selection/Assignment Process:** The Special Assignments account seeks highly qualified individuals for a variety of programs, please view the listing from the vacancy web link

below. If you are applying to programs such as Command Master Chief, Coast Guard Investigative Services, Recruiting, Career Development Advisor, and/or Equal Opportunity Advisor, member's should take into great consideration that successfully screening for one of these outstanding programs does not guarantee one an assignment to a specific geographical location. Individuals entering these programs have a significant impact on the Coast Guard community at large and all assignments will be given to the **best qualified** individual." Assignment Priority is not a consideration for selection to Special Assignments. If you are a CO-LO, Special Assignments is not the driving factor to have your spouse stationed with you, AND, the rated season does not begin until after the Special Assignment season. Be prepared that a CO-LO may not be a possibility if you enter Special Assignments.

**Aligning Expectations:** Special Assignments is not a career path for members, but an opportunity to do something different their rate does not offer. I encourage careful consideration when making your decision to enter a Special Assignment. It is an outstanding, elite, and often high-profile opportunity, but keep in mind it is also a commitment. Those members who screen successfully and are issued orders to a Special Assignment will be expected to execute their orders; it is not a way to secure a position in an acceptable geographic location until the Sep-Oct release of the rated shopping list.

**Returning to Rate:** Members currently in Special Assignments should always keep themselves "marketable" and be prepared to return to rate at any given time. Individuals should not plan on being out of rate more than one tour. Those who choose not to stay current with their rate or request more than one tour out of rate, could be impacting their future advancement or job opportunities or limiting the number of year in the Service they would like to retire at. Please keep in mind that if you do not keep yourself "competition ready" (especially at the CPO, SCPO levels) and the Special Assignment PAL structure is unable to accommodate your rank (i.e. can't find a position that matches your rank and skill sets), you need to be very realistic on what the Service can offer you if you are considering returning to rate rather than retirement. How you leave the Service is ultimately your choice, so if you want to retire as a 30 year Chief, Senior Chief, or Master Chief please look ahead to the future, plan your career and personal future smartly, and keep in mind the "big picture" and missions of the Coast Guard.